

Public Concerns

The Board of Education believes the quality of the educational program can improve when the district listens to complaints, considers differences of opinion and resolves disagreements through an established objective process.

The Board expects individuals to make every effort to resolve their complaints and disagreements informally before resorting to formal complaint procedures. Individuals are encouraged to discuss complaints first with the employee who is the subject of the complaint or has oversight of the area in dispute, or with that employee's immediate supervisor prior to presenting the complaint to the district administration. Anonymous complaints are not pursued.

If the complaint has not been resolved by those directly involved with the issue, it is appropriate to present the complaint to the district administration. Please use the following guidelines in determining which district-level department to contact:

- Concerns regarding a district employee should be directed to the Human Resources Department at (209) 830-3260.
- Concerns regarding student issues including discipline, grades, or student activities should be directed to the Student Services Department at (209) 830-3280.
- Concerns regarding textbooks should be directed to the Instructional Media Center at (209) 830-3252.
- Concerns regarding curriculum should be directed to the Special Programs Department at (209) 830-3275.
- Concerns regarding Special Education should be directed to the Special Education Department at (209) 830-3270.
- Concerns regarding GATE or school calendars should be directed to the Alternative Programs Department at (209) 830-3210.

The appropriate person in the departments listed above will review the issues and determine the course of action.

If the issue remains unsolved after this step, individuals can contact the associate or assistant superintendent of the appropriate division for further review.

Individuals not satisfied with the outcome of a review by an associate or assistant superintendent may then contact the district superintendent at (209) 830-3201.

After an individual has exhausted all other avenues in the district for presenting a concern, an individual may bring the issue to the Board's attention. Although the Board members do not have authority to act individually to resolve complaints, the full seven-member Board acting as a governing body does. To request that that Board review a concern, the request must be submitted in writing to the President of the Board with supporting documents and information. Correspondence to the Board President can be submitted to the Superintendent's Office and placed in the Board President's district mailbox.

Contact Information

To contact the Board of Education or Superintendent, phone (209) 830-3201 or visit the Superintendent's Office in the Tracy Unified School District Education Center at 1875 W. Lowell Ave. in Tracy.

"The Future Belongs to the Educated"

Welcome to a meeting of the Board of Education

Board of Education

Dan Arriola
Jill Costa
Sondra Gilbert
Walter Gouveia
Ted Guzman
Greg Silva
James Vaughn

Superintendent

Brian Stephens, Ed.D.



TRACY
UNIFIED SCHOOL DISTRICT

Vision Statement

All students in Tracy Unified School District will become lifelong learners, responsible citizens, and leaders in the 21st Century.

General Information

Tracy Unified School District consists of 21 schools serving more than 16,000 K-12 students. Tracy Unified's district boundaries encompass approximately 425 square miles. The five feeder elementary school districts of Banta, Jefferson, Lammersville, Mountain House and New Jerusalem are located within Tracy Unified's boundaries. Students from these elementary school districts attend Tracy Unified high schools.

Tracy Unified School District is governed by a single seven-member Board of Education elected at-large by voters within its boundaries. The Board appoints the superintendent who is responsible for the overall management of the district.

Board of Education Meetings

Board meetings are typically scheduled for the second and fourth Tuesdays of each month at 7 p.m. in the Tracy Unified School District Education Center Boardroom, located at 1875 W. Lowell Ave., Tracy. Meetings are also shown on local cable Channel 26 each Thursday at 8:30 p.m. All meetings are open to the public and the public has access to all non-confidential information. Any person can address the Board during a regular meeting as a participant in the "Hearing of Delegations" on non-agenda items.

Agendas

Agendas outlining the topics to be covered during a Board meeting are posted in three locations at least 72 hours prior to a regular meeting. The agendas are posted at the following locations:

- Tracy Unified School District Education Center, 1875 W. Lowell Ave.
- Tracy Public Library, 20 E. Eaton Ave.
- Larch-Clover Community Center, 157 W. Larch Rd.

The agenda can also be viewed on the district's website at www.tracy.k12.ca.us. Extra copies of meeting agendas are available in the Superintendent's Office or at the Board meetings. Agenda packets from previous years are also available on the district's website.

For more information on the agenda, please call the Superintendent's Office at (209) 830-3201.

Open Session

A Board meeting by definition is a meeting of the Board in public view, not a public meeting or public hearing.

Closed Session

Matters dealing with students and district employees are reserved for closed session meetings of the Board to provide the confidentiality required by law. Other closed session topics include pending litigation, property negotiations and collective bargaining issues with employee associations. Closed session meetings are not open to the public.

Hearing of Delegations/Public Comments

Individuals who wish to speak to the Board about **an item that is not on the meeting agenda** can address the Board during the "Hearing of Delegations." Each speaker must submit a yellow Speaker's Card to the Board Secretary. The Board president will call each speaker to the podium. Comments are limited to five minutes per person. The Board cannot take action on items raised during the Hearing of Delegations. If the Board determines action is required, the item may be placed on the agenda of a future meeting. If information or a report is requested, the request must be submitted to the superintendent in writing on an Information Request Card.

To speak to the Board about **an item on the meeting agenda**, submit a yellow Speaker's Card to the Board secretary. The Board president will call each speaker to the podium after the particular agenda item has been announced. Comments are limited to five minutes per person.

Consent Items

Consent items are routine in nature and generally require no discussion. These items may be approved by combining them into a single vote.

Action Items

Action items are considered and voted on individually. The Board receives background information and a staff recommendation for each item in advance of scheduled meetings and is prepared to vote with knowledge on each item. During the Board meeting, staff may present background information and rationale for its recommendation on each action item; then public comment may be heard. The Board president will close the public comment session and the Board members will deliberate among themselves and make a decision.

Discussion/Information Items

The Board may or may not take action on discussion items. The staff will make a presentation, public comment will be heard and then the Board will discuss the issue and determine whether or not it will take action.